

EVENT NAME

Artown presents circus circus mural contest

EVENT LOCATION

sidewalk on Virginia St between 5th & 6th

EVENT DATES AND TIMES

Setup Date	7/13/14	Setup Start Time	8am
Event Start Date	7/13/14	Event End Date	7/14/14
Daily Event Start Time	10am 7/13/14	Daily Event End Time	10am 7/14/14
Dismantle Date	7/14/14	Dismantle End Time	12:00 noon

EVENT DESCRIPTION

(To be included on the City of Reno's Website Special Events Calendar – maximum of 275 characters)

a 24 hour contest of mural painters. we will have ppl painting the top side of our building.

ON SITE CONTACT

debbi engebritson

ON SITE NUMBER

775.328-9309

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief. I have read, understand and agree to abide by the rules and regulations governing the proposed Special Activity or Event under the Reno Municipal Code. I understand that this application is made subject to the rules and regulations established by the City Council and/or the City Manager or the City Manager's designee. I agree to comply with all other requirements of the City, County, State, Federal Government, and any other applicable entity which may pertain to the use of the event venue and the conduct of the event. I agree to abide by all rules, regulations and permit conditions and further certify that I, on behalf of the Host Organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any cost and fees that may be incurred by or on behalf of the event to the City of Reno. Such City Services may include, but are not limited to, Police, Fire, Public Works, Parks and Recreation, Business License and/or other necessary services provided by the City of Reno. **Indemnification of the City of Reno.** By signing this application the applicant, and any organization the applicant represents, agrees to indemnify, defend and hold harmless the City and its officers, agents and employees (collectively "Indemnitees") from and against any claim, loss, damage, injury, death and liability of every kind, nature and description (including without limitation, incidental and consequential damages, court costs, attorneys' fees and costs of investigation) that arise directly or indirectly, in whole or in part, from or relating to any conduct of the applicant or the applicant's principals, agents, employees, subcontractors, vendors or invitees pursuant to any permit issued pursuant to this application. City does not waive, and specifically reserves, all of its statutory and common law defenses, including all protections under NRS Chapter 41.

EVENT COORDINATOR'S SIGNATURE

EVENT COORDINATOR'S NAME hannah mathis

TYPE OF EVENT

See FAQ for clarification of event types

- ☒ Special Activity
☐ Special Event – Parks
☐ Special Events – Street / Sidewalk Occupancy

EVENT WILL INCLUDE (check all that apply)

- ☒ Amplified Sound/Multimedia
Attachment A Required
☒ Street/Sidewalk Occupancy
Attachment B Required
☐ Alcohol Service
Attachment C Required
☐ Vendors/Exhibitors
Attachment D Required
☐ Privileged Sales
Attachment E Required
☐ Event Set-Up
Attachment F Required
☐ Park Usage
Attachment G Required
☒ Food/Beverage Service
Contact Washoe County Environmental Health Services (775) 328-2620

This application alone does not authorize a Special Activity or Event. Application must be reviewed by all necessary departments prior to permit issuance. Permit must be on-site during the event and must be shown, upon demand, to any member of the City of Reno Police, Fire, Public Works, Parks and Recreation, Business License Department(s) or City Manager's Office.

HOST ORGANIZATION Circus Circus Reno hotel EVENT COORDINATOR HannahMathis
 MAILING ADDRESS 500 N sierra St CITY/STATE/ZIP Reno, Nv 89502
 DAYTIME PHONE 775.328.9486 CELL PHONE _____ FAX 322.9169
 WEBSITE circusreno.com EMAIL ADDRESS hmathis@circusreno.com
 ONSITE CONTACT debby engebritson CELL PHONE _____
 PUBLIC CONTACT Debby Engebritson DAYTIME PHONE 775.328.3909
 FEDERAL TAX ID 88-0191825 ☐ HOST ORGANIZATION IS NON-PROFIT
 Proof of current non-profit status must be included with application
 ANTICIPATED ATTENDANCE: DAILY 200 TOTAL 200
☒ OPEN TO THE PUBLIC ☐ ADMISSION WILL BE CHARGED \$ _____

↓ FOR CITY OF RENO OFFICE USE ONLY ↓			
Application Processing Fee* 0-49 Vendors	<input type="checkbox"/>	\$103.00	DATE ENTERED
Application Processing Fee* 50+ Vendors	<input type="checkbox"/>	\$258.00	
Temporary Vendor Business License	<input type="checkbox"/>	\$ 15.00 x	FAX TO
Temporary Alcohol Permit, 1 Booth/Day	<input type="checkbox"/>	\$ 55.00 x	<input type="checkbox"/> Fire <input type="checkbox"/> Zoning <input type="checkbox"/> Health
Temporary Alcohol Permit, Add'l Booth/Day	<input type="checkbox"/>	\$ 22.00 x	
Fire Inspection	<input type="checkbox"/>	\$111.00	
Additional Fire Permits	<input type="checkbox"/>	TBD Refer to "FD" Section	<input type="checkbox"/> Complete <input type="checkbox"/> Incomplete
City Service Fee	<input type="checkbox"/>	TBD Actual Cost of City Services	Reason Incomplete:
Late Fee	<input type="checkbox"/>	TBD Refer to Reno Municipal Code	
Application fees must be paid at the time the application is submitted and are not refundable under any circumstances			
TOTAL FEES			INITIALS
TOTAL PAID			

DISPOSAL AND RECYCLING PLAN

Will you be using existing, City-owned trash receptacles at your event?

☐ Yes.

Note that you will be required to empty these receptacles frequently throughout the course of your event. Plastic bags must be used to line the trash receptacles. City staff will not service the receptacles during your event, other than during activities designated as Special Event – Parks.

☒ No.

Describe refuse removal plan:

circus circus will provide own trash removal

Other than during Special Event – Parks, event organizers are required to manage recycling at all Reno Special Events (Park Staff manages recycling at Special Events – Parks).

Method and types of recyclable material collection:

☐ cans

☐ plastic bottles

☐ paper materials

☐ cardboard

☐ other

Describe recycling plan if event is not taking place in a City park:

How will you promote recycling at your event?

SPECIAL EVENT & ACTIVITY PERMIT APPLICATION ATTACHMENT B

ROUTE MAP/USE OF PUBLIC RIGHT-OF-WAY

***For purposes of this application, Public Right-Of-Way is defined as
any public street, road, sidewalk, bridge, alley or other pathway used for vehicular and/or pedestrian passage.***

If your event is a parade, procession, foot race or involves any other type of moving route, please provide a detailed route map indicating the start and finish locations, direction of travel and any aid stations or other setup along the route.

Please note that event signs, posters, flags or other materials may NOT be hung from, attached, or otherwise affixed to any permanent public sign, post, fixture or to any temporary sign, barricade, or other type of equipment placed or provided by the City of Reno to close a street, provide a secure event perimeter, or otherwise accommodate the event.

STREET CLOSURES OR RESTRICTIONS

Applications requesting a street closure or restriction must be submitted at least 90 days prior to the date of the event.

Please indicate any of the following street locations your event will involve by selecting as many of the below that apply:

VIRGINIA STREET	Closure Date & Time	Re-Open Date & Time	OTHER DOWNTOWN STREETS	Cross Street	Cross Street	Closure Date & Time	Re-Open Date & Time
Liberty St to Ryland St			Arlington Ave	from	to		
Ryland St to Pine St			Lake St	from	to		
Pine St to Court St			Wells Ave	from	to		
Court/State St to Mill St			Center St	from	to		
Mill St to First St			Sierra St	from	to		
First St to Second St			First St	from	to		
Second St to Commercial Row			Second St	from	to		
Commercial Row to Third St			Commercial Row	from	to		
Third St to Plaza St			Third St	from	to		
Plaza St to Fourth St			Plaza St	from	to		
Fourth St to Fifth St			Fourth St	from	to		
Fifth St to Sixth St	8am 7/13	noon 7/14	Fifth St	from	to		
			Sixth St	from	to		

SPECIAL EVENT & ACTIVITY PERMIT APPLICATION ATTACHMENT H

SECURITY PLAN

Name of Event	Afton present cello mural contest		
Event Date(s)	7/13 - 7/14 2014	Event Time(s)	10am - 10pm 24 hours
What is the type/theme/purpose of the event? (cars, motorcycles, food festival, music festival, foot race, etc.)			
Location of Event	Sidewalk on Virginia St. between 5th & 6th.		
Does this event include the use of indoor venues? (Reno Events Center, Convention Center, etc.)	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	If yes, specify venue(s):	
Event open to the public?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Is there an admission cost?	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes \$
Estimated amount of attendees?	200	Average age of attendees?	
Target demographic? (youth, seniors, families, athletes, etc.)			
Will there be music?	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> Live music (band)	<input type="checkbox"/> DJ/Karaoke <input type="checkbox"/> Other:
Will there be fireworks?	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes		
Are there other events occurring on the same day?	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	Specify:	
Are there street closures?	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> static closure (PW)	<input type="checkbox"/> rolling closure (RPD)
Is additional RPD traffic control required for the event?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Will you be using volunteers?	<input type="checkbox"/> Yes <input type="checkbox"/> No	# of volunteers	
Volunteer Assignments: (Attach list of volunteer assignment positions and hours.)			
<input type="checkbox"/> entry/exit points <input type="checkbox"/> parking <input type="checkbox"/> Directional information <input type="checkbox"/> Traffic control (limited) <input type="checkbox"/> Other:			
Name of Security Company (must be licensed/bonded):			
Circus Circus Hotel Security			
Attach list of assignments and hours. Include where and how security will be deployed (roving, on foot, stationary post, on bicycle, etc.)			

Attach a layout of the event to include vendor locations, alcohol points of sale, entry/exit points, volunteer locations and security locations.